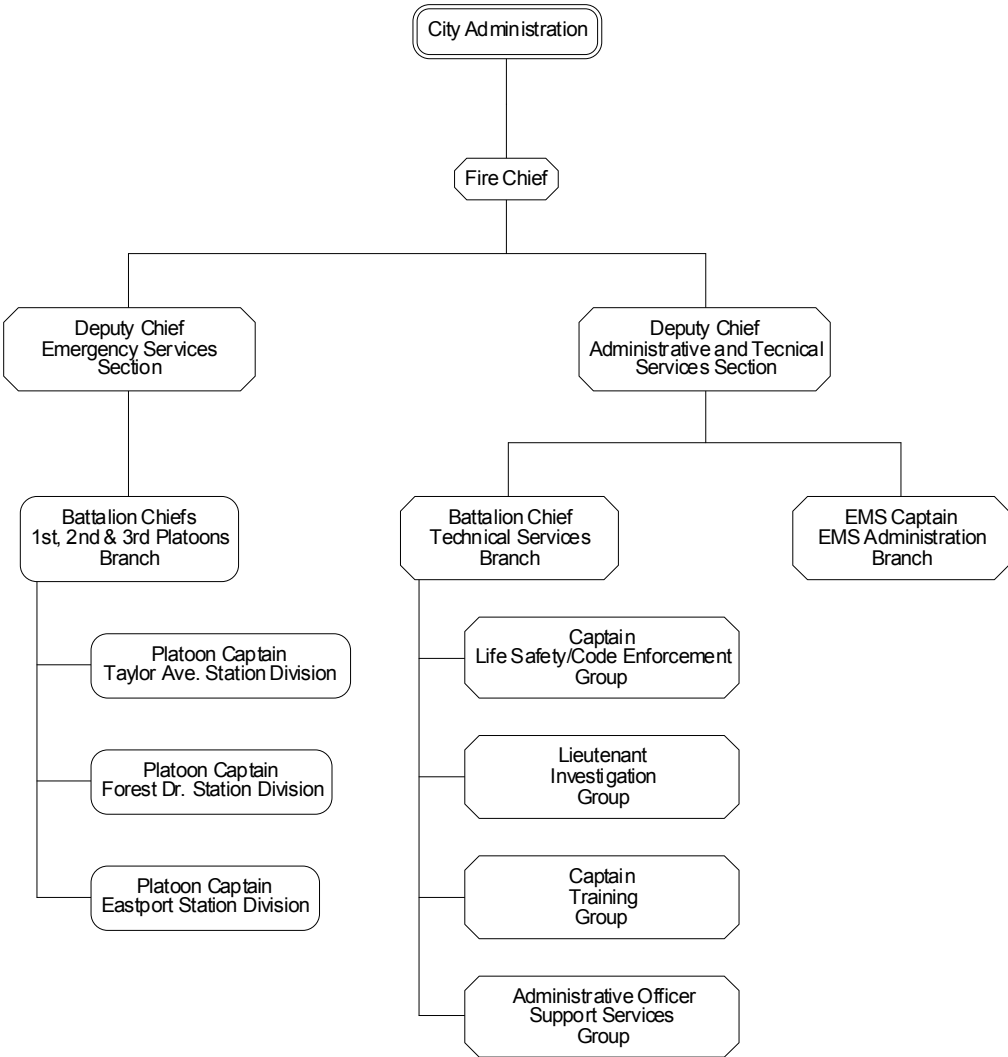


CITY OF ANNAPOLIS
Fire Department



Fire Department Service Delivery Programs

Fund Support:

General Fund

Description:

The Annapolis Fire Department is an all-hazards emergency service agency that provides the following services: fire suppression, emergency medical services, technical rescue response, hazardous materials technical response, response to weapons of mass destruction, marine rescue/firefighting and explosive services. These services are carried out by three engine companies, two truck companies, and three advance life support paramedic units. The department utilizes a rescue/Haz-Mat squad dependent on staffing from an engine company, and a fireboat dependent on staffing from a truck company. The Fire Marshal's Office Investigation Section provides the staff and equipment for explosive activities. The department provides the following non-emergency services: fire prevention/life safety, fire investigation, and public education.

Mission:

The Annapolis Fire Department exists to provide a safe environment for the community by minimizing the impact of fire, disaster, hazardous conditions, illness and injury through information, public education, quality service and efficient utilization of resources.

Goals &

Objectives:

- Enhance public safety by minimizing the impact of fire, disaster, and hazardous conditions by implementing programs (e.g. fire suppression) in accordance with guidelines established by National Agencies.
 - Use NFPA 1710 deployment objectives as guideline for fire suppression. NOTE: May need to adjust to also meet work week recommendations from SafirRosetti.
 - Enhance risk assessment.
 - Reduce apparatus maintenance down-time.
 - Enhance safety program.
 - Apparatus and vehicle/vessel replacements.
 - Enhance fire training program.
 - Maintain HazMat and Weapons of Mass Destruction (WMD) equipment.
- Minimize the impact of illness and injury to the citizens of Annapolis and surrounding areas by effective management of the Emergency

Medical Services (EMS).

- Minimize paramedic overtime and maximize paramedic rotation to reduce burnout.
- Emergency Medical Services billing.
- Enhance Emergency Medical Services quality assurance/quality improvement.
- Develop and deliver Public Education Program in response to risk assessments and community targeted educational needs.
 - Enhance data collection and reporting for public education activities.
 - Form community outreach group including the Hispanic community.
 - Form Juvenile Fire-Setter Intervention Coalition.
- Manage all fire inspections and code enforcement needs of the City.
 - Continue to evaluate the Fire Prevention Codes.
 - All commercial buildings inspected at a maximum time interval of three years.
- Ensure efficient utilization of resources including pro-active budget and facility review.
 - Explore opportunities for generating and obtaining funds.
 - Conduct pro-active budget analysis.
 - Conduct Internal Facilities Assessment concurrent with Eastport Fire Station Renovation/Replacement.
- Create a high quality and diverse workforce for the Annapolis Fire Department.
 - Identify and target recruitment efforts to include candidates from groups that have been left out.
 - Develop a process whereby the appointing authority selects from the top 10-15 candidates for entry positions.
 - Negotiate with union to allow the appointing authority to select from one promotional list. Change promotional procedures.

Administrative and Technical Services:

Administrative and Technical Services consists of the following groups: Life Safety/Code Enforcement, Training and Research, Administrative Support, and Apparatus Maintenance.

Fire Marshal's Office:

Description:

The mission is to preserve life from fire,

Fire Department Service Delivery Programs

- continued -

explosion and other hazards through prevention, education, code enforcement, and fire and explosion investigation, and to enforce the City Code, the State Fire Prevention Code and the Fire Laws of Maryland.

Training Services:

To determine the training needs of the department and implement programs to meet those needs.

Support Services:

Serves as the Administration and supports the operation of the department.

Emergency Services:

Description:

To protect against injury or loss of life by fire, accident, or hazardous condition, and safeguarding of property through the prompt extinguishment, control or abatement of an incident utilizing resources provided by the Mayor and Council.

Emergency services consists of the 125 personnel who staff the fire engines, truck companies, rescue truck, fireboat, medical units, and special operation units of the department. They are the first line of defense against the perils of fire, accident, or hazardous conditions. The Investigation and Explosive Services are also a part of Emergency Services.

Other departments of the City use Emergency Services to accomplish tasks requiring the unique equipment of this department.

Emergency Services assists the Fire Marshal's Office in conducting in-service inspections and public education programs.

Emergency Medical Services provides emergency health care, rescue, and related services to the citizens and visitors of the City of Annapolis, as well as transportation to the closest appropriate health care facility.

Accomplishments:

- The Department started invoicing for EMS services.
- Minority employment totals 27%.
- In-house re-certification process for the Advanced Life Support personnel was continued.
- City Council upgraded legislation which covers new residential properties and encompasses some commercial property sprinkler systems.
- Instituted fourth shift to reduce hourly work week of firefighters.
- Conducted and graduated first recruit class in the history of the Annapolis Fire Department.
- One new Paramedic unit was added to the fleet.

Fire Department Service Delivery Programs

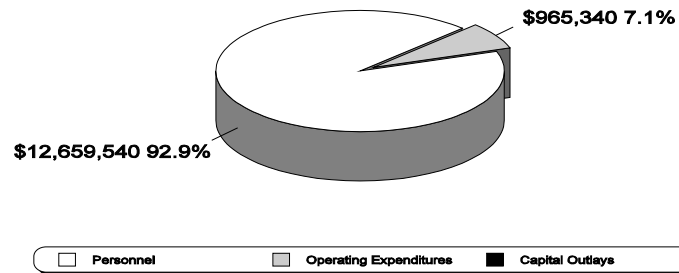
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Performance Indicators:

	<u>FY 2008 Actual</u>	<u>FY 2009 Adopted</u>	<u>FY 2010 Goal</u>
Deployment meets 17 minimum 98% of the time	18/98%	n/a	18/98%
Assess effectiveness of risk management	0%	100%	100%
Cost benefit ratio - apparatus maintenance	0%	100%	100%
Injury and accident data	70%	75%	80%
Training records and injury data	25%	100%	100%
Rotation schedule	Add 2	Add 12	Add 16
Revenue totals achieved	n/a	n/a	75%
Quality assurance reports	50%	100%	100%
Increase in public education hours	35	40	50
Hispanic community survey	30%	40%	40%
Monthly & annual fire-setter statistics	75%	75%	100%
City Codes meets or exceeds State and National Codes	100%	100%	100%
Inspection files indicate inspections meet goals	0%	80%	80%
Available funds applied for	65%	100%	100%
Facility report and plan - Eastport Station	50%	100%	100%
City Council approval	100%	100%	100%

Budget Summary	FY 2008 Actual	FY 2009 Adopted	FY 2010 Adopted	Percent Change
Personnel	\$11,307,800	\$11,295,650	\$12,659,540	12.07%
Other Operating Expenditures	1,166,190	953,340	965,340	1.26%
Capital Outlay	31,930	60,000	0	-100.00%
Total Expenditures	\$12,505,920	\$12,308,990	\$13,624,880	10.69%

Fire Department
Budget By Expenditure Type



Because the Fire Department consists of only one major division, a comparison of divisional budgets is not applicable.

Fire Department Staffing Summary

	<i>FY 2008 Actual</i>	<i>FY 2009 Adopted</i>	<i>FY 2010 Adopted</i>
	<i>Permanent</i>	<i>Permanent</i>	<i>Permanent</i>
Fire - Uniformed	125	137	137
Fire - Civilian	6	6	6
Department Total	131	143	143

Staffing Summary By Position - FY 2010 Permanent Positions

	<u>Total FTE</u>		<u>Total FTE</u>
<i>Fire - Uniformed:</i>		<i>Fire - Civilian:</i>	
Fire Chief	1	Fire Inspector	1
Deputy Fire Chief	2	Administrative Office Associate	1
Fire Battalion Chief	5	Fire Administrative Officer	1
Fire Captain	7	Fire Apparatus Maintenance Specialist	1
Fire Lieutenant	21	Office Associate IV	1
Firefighter 1/C	32	Office Associate III	1
Firefighter I - III	69		

Note: Firefighter positions (1/C and I-III) vary based on the firefighters level of qualification and certification.